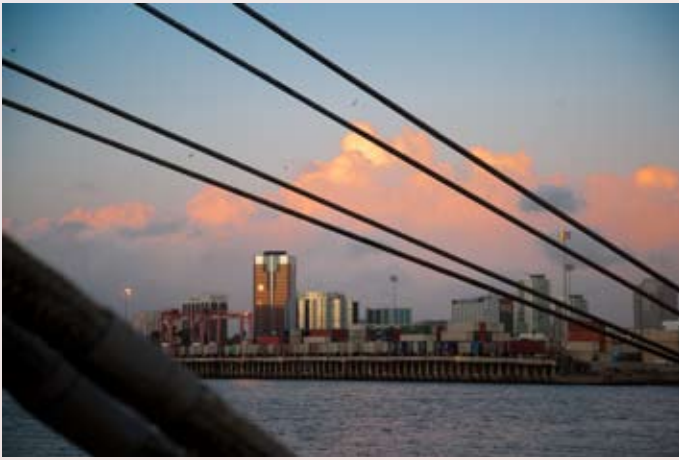




Port of  
**LONG BEACH**

*The Green Port*

The Port of Long Beach is seeking a  
**Managing Director of  
Trade Relations and  
Port Operations**



## The Port

The Port of Long Beach is one of the world's busiest seaports and is a leading gateway for international trade. Founded in 1911, it has grown to more than 3,200 acres and moves more than \$120 billion in trade each year. The Port of Long Beach is the second busiest container port in the United States. If combined with its next-door neighbor, the Port of Los Angeles, the San Pedro Bay port complex would rank among the top five busiest container ports in the world. East Asian trade accounts for more than 90 percent of Long Beach shipments with the top trading partners being China, Japan, South Korea, Hong Kong and Taiwan.

The Port of Long Beach, which is the City of Long Beach's Harbor Department, is governed by the Board of Harbor Commissioners. The Port's Executive Director is appointed by the Board of Harbor Commissioners and is responsible for overall Port activities. The Executive Director is supported by a Deputy Executive Director and four Managing Directors: one each for Finance and Support Services; Trade Relations and Port Operations; Engineering; and Environmental Affairs and Planning. The Port has approximately 400 employees and generates annual operating revenues in excess of \$311 million.

The Port of Long Beach is a landlord port that leases and acquires property for port development. The Board of Harbor Commissioners leases port shipping terminals and other facilities to private entities. Port revenues are reinvested in new facilities and port related improvements and capital expenditures are expected to total approximately \$3 billion over the next 10 years. The Port is financially strong and is supported by its own revenues and is not funded by taxes or the City's General Fund.

In addition to its role as a critical hub for international commerce and as a major transportation center, the Port of Long Beach plays a key role in promoting global trade. Port-related international trade has wide-ranging economic impact, supporting thousands of jobs that benefit the region and the entire country. In 2005, the Board of Harbor Commissioners adopted a Green

Port Policy that has positioned the Port as the leader in the area of environmental stewardship. To further our commitment to the environment, in June 2006, the ports of Long Beach and Los Angeles jointly introduced the San Pedro Bay Ports Clean Air Action Plan (CAAP), a sweeping plan aimed at significantly reducing the health risks posed by air pollution from port-related ships, trains, trucks, terminal equipment and harbor craft. To learn more about the Port go to [www.polb.com](http://www.polb.com).

## The Community

Majestically located on the Pacific Ocean between Los Angeles and Orange County, the City of Long Beach, California (population 491,564) is frequently described as a series of strong, diverse interwoven small communities within a large city. Enjoying an ideal Southern California climate, Long Beach is home to an abundance of cultural and recreational options. The Long Beach Convention Center, Aquarium of the Pacific, Queen Mary, the annual Toyota Grand Prix of Long Beach and the Long Beach Sea Festival, plus a wide variety of other attractions, serve to draw over four million visitors each year. The city is also home to California State University, Long Beach which is ranked the No. 3 best-value public college in the nation and Long Beach City College, one of the largest community colleges in California.

While offering all the amenities of a large metropolis, the city has maintained a strong sense of community and cohesiveness. As the sixth largest city in California, Long Beach has been referred to as the "most diverse city" in the nation by USA Today. A superb climate, quality schools, a vibrant downtown and a variety of neighborhoods help make Long Beach one of the most livable communities in the country.

The city also has its own full-service commercial airport which has become a favored alternative to other Southern California airports by offering preferred flight schedules, carriers, and overall accessibility. In addition, the Los Angeles rail transit system, the Metro Blue Line, has numerous stops within Long Beach and throughout the region.

## The Trade Relations and Port Operations Bureau

The Trade Relations and Port Operations bureau includes the following divisions: Trade Relations, Security, Communications and Maintenance.

The Trade Relations Division is responsible for providing customer relations, information, and compliance services to leaseholders, ocean carriers, cargo owners and supply chain partners so they may operate facilities that are in compliance with leases and tariffs. This also allows Port management to make informed decisions regarding goods movement. The Division includes 17 full-time employees and an operating budget of approximately \$3 million. The Trade Relations staff members



are the first-point-of-contact with Port Customers. Therefore, customer service/customer relations are pivotal to the Division's core responsibility – adding and retaining business to the Port.

The Trade Relations Division is comprised of two highly visible sections: Marketing and Terminal Services. The Marketing section is responsible for establishing and maintaining customer relations on local, domestic and international levels. The Terminal Services section partners with Port customers on a day-to-day operational basis. This section serves as the primary liaison between Port customers and Port management.

The Security Division includes more than 75 security personnel, including Harbor Patrol (24-hour patrols, traffic control, access control, and asset protection), homeland security and emergency management programs; and security system and regional integration via partnerships with tenants, port stakeholders, and federal, state, and local agencies. This division is charged with protecting the critical assets of the Port of Long Beach: people, environment, and property. In addition to security personnel, the division utilizes state-of-the-art security technologies to increase maritime domain awareness in the open environment in which the port operates. At its new Command & Control Center, the division monitors port activities via numerous security systems including a port-wide network of surveillance cameras, radar and sonar sensors and communicates information to port stakeholders and partners via public, government, and law enforcement communication systems and connections.

The Port's Communications and Community Relations Division includes a 16-member team of public relations and marketing professionals. The mission of this division is to project a positive image of the Port by building awareness and understanding of the importance of port operations to a diverse audience, including the international goods movement industry, port tenants and customers, local residents, the general public, port employees and the media.

The Division oversees community and industry outreach efforts including the annual Green Port Festival, which brings more than 10,000 visitors to see, explore and discover the Port; Let's Talk Port community forums; press conferences; workshops and international webinars. The Communications Division is responsible for the development and implementation of promotional strategies for the advancement of the Port such as media campaigns and advertising, directing the production of the award-winning Re:Port community newsletter and other publications and producing webcasts and video programming for the port, including the award-winning cable television program, Pulse of the Port.

The Port's Maintenance Division includes 85 full-time employees and an operating budget of approximately \$16 million. Functioning much like a public works op-



eration, the Port's Maintenance Division is responsible for the public infrastructure within the Port, as well as the Port's equipment and buildings. The Maintenance Division frequently performs special assignments such as office remodeling projects; supplying construction assistance to the Engineering Division; making modifications to comply with ADA, AQMD, OSHA and other regulatory requirements.

The public infrastructure responsibilities of the Port encompasses the potable water system, the sewer station and pumping stations, storm water pumping and drainage systems, street lighting, docks and wharves, maintaining the navigable waterways free of debris and obstructions, minor street repairs, landscape and grounds maintenance, and traffic accident clean-up and damage repairs. The Port's vehicular equipment, whose care and maintenance also falls under the purview of this Division, is comprised of approximately 200 cars and trucks, heavy equipment, construction equipment, fireboats, small boats and motors, and landscape equipment.

## The Position

Reporting to the Deputy Executive Director of the Port Long Beach, the Managing Director is responsible for developing and implementing strategic initiatives to maintain the Port's leadership role in an increasingly competitive market. Retaining and attracting additional cargo volumes will be essential to the Port's continued success. The Managing Director will work closely with all elements of the supply chain, including ocean carriers, beneficial cargo owners (both imports and exports), terminal operators, railroads and truckers to provide outstanding customer service and ensure that the Port of Long Beach is the Port of choice. In addition, the Managing Director will participate in trade missions to Asia and other parts of the world to strengthen relationships with existing customers as well as develop new business opportunities.

Bringing a strong maritime operations and trade relations background to the position, he or she will also oversee the Trade Relations, Security,

Communications and Maintenance Divisions. The successful candidate must exhibit exceptional management skills working in a diverse and progressive environment.

Other responsibilities include promoting a positive image for the Port through communication with the trade and neighborhood communities as well as effectively marketing the Port locally, nationally and globally in an effort to attract and retain business.

The Managing Director has oversight of interdisciplinary divisions and will manage a highly diverse workforce. The individual must be an exceptional leader and have an excellent track record that points to their success in motivating and inspiring people. He or she should have the ability to empower the division leaders in a way that encourages progressive development of the divisions and will provide support for each division in reaching their yearly performance goals.

The Managing Director will have a strong commitment to environmental issues and The Port's Green Policy. Some travel, domestic and/or international may be required to meet with existing and prospective customers of the Port of Long Beach.

## The Ideal Candidate: Experience, Knowledge And Education

The background required or desired for the Managing Director of Trade Relations and Port Operations includes the following:

- At least 8 years of management experience with a focus on international trade in a complex, fast-paced environment with a diverse workforce.
- At least 4 years of senior management experience with a focus on terminal operations or maritime related business is strongly preferred.
- Experience working overseas is preferred.
- Strong negotiation skills, political savvy, excellent client/customer relations skills and exceptional public speaking and presentation skills are required.
- A Bachelor's Degree in International Trade, Public or Business Administration, Maritime Transportation, or a closely related field is required.
- A Master's Degree in a related field is preferred but not mandatory.

## Compensation & Benefits

The starting salary for the Managing Director of Trade Relations and Port Operations is up to \$175,000, dependent upon qualifications and experience. The Port's generous benefits package includes:

- **Retirement** – CALPERS 2.5% at 55, coordinated with Social Security
- **Vacation** – 12 days after one year of service; maximum of 20 days after 19.5 years of service
- **Executive Leave** – Five days per year
- **Holidays** – Nine designated holidays per

year, plus four personal holidays

- **Sick Leave** – 12 days per year
- **Bereavement Leave** – Three days for death or critical illness of family member plus three days of accrued sick leave
- **Health Insurance** – Several options are available for employee and dependents (an HMO, two POS and two indemnity plan options)
- **Dental Insurance** – Two plans are available for employee and dependents
- **Life Insurance** – City paid life insurance policy of \$20,000 plus executive insurance benefits equal to three times annual salary up to a maximum of \$500,000
- **Disability Insurance** – City paid short and long term insurance
- **Deferred Compensation** – available through one plan provider.
- **Auto Allowance** – \$450 per month
- **Additional Benefits** – Annual physical examination provided by the City.

## Application & Recruitment Schedule

The filing deadline for this recruitment is **May 24, 2010** at 4:30 p.m. The Port reserves the right to extend, without notice, the closing date in order to accept additional applications.

To be considered for this opportunity, please send a complete application packet to Stacey V. Lewis, Acting Director of Human Resources, at 925 Harbor Plaza, Long Beach, CA 90802 or [ManagingDirector@polb.com](mailto:ManagingDirector@polb.com). Please indicate **Managing Director Recruitment** in the subject line of the email. **Application packets must include** a current resume, a cover letter detailing your interests in this position, a list of five professional references (including three past supervisors) and salary history for a minimum of ten years. Please specify your current base salary plus any additional compensation (e.g. bonus, commission, corporate auto or auto allowance). Incomplete applications or those that clearly do not meet the minimum requirements will not be considered.

If you have any questions or require additional information, including this information in an alternate format please contact Stacey Lewis at (562) 590-4129 or [slewis@polb.com](mailto:slewis@polb.com).

Following the filing deadline, all applications and supplemental questionnaires will be reviewed to determine the most qualified applicants. Depending upon the applicant pool, the most qualified applicants will be interviewed by the Port, with an appointment scheduled upon completion of a thorough reference and background check.

**The Port of Long Beach is an Equal Employment Opportunity Employer.**